



COUNTY GOVERNMENT OF NYERI

P.O. BOX 90- 10100
Telephone 061 2030700

COUNTY PUBLIC SERVICE BOARD

RE: INTERNAL ADVERTISEMENT: VOCATIONAL TRAINING CENTRE MANAGERS (VOCATIONAL AND TECHNICAL TRAINERS) - 39 POSTS

Applications are invited from suitably qualified serving employees in the County Government of Nyeri for the following positions:

- (1) Assistant Vocational and Technical Trainer Job Group 'K' – 26 posts.
- (2) Senior Assistant Vocational and Technical Trainer II Job Group 'L' – 8 posts.
- (3) Senior Assistant Vocational and Technical Trainer I Job Group 'M' – 5 posts.

Eligible employees are requested to fill the Employment Form which can be downloaded from the County Website, www.nyeri.go.ke

Where applicable, the board will consider the cumulative years in the service for consideration of shortlisting and selection.

The completed application form together with the Head of Department Recommendation, Staff Performance Appraisal Report for 2018/2019, letter of appointment/promotion to the current substantive grade and certified copies of academic and professional certificates should be sent or delivered to:

**THE SECRETARY,
NYERI COUNTY PUBLIC SERVICE BOARD,
KARSON'S PHOTO HOUSE KIMATHI STREET
P.O BOX 90-10100,
NYERI**

All applications should reach the Secretary on or before **12th April 2019**

NB: The Head of Department Recommendation should be forwarded to the Board in a sealed envelope by the Head of the Department.

(1) ASSISTANT VOCATIONAL AND TECHNICAL TRAINER I J.G. 'K'

(a) Duties and Responsibilities

Duties and responsibilities entails:-

Head a Vocational Training Centre, Coordinate curricula and co-curricular activities, initiate and implement income generating activities and production units, spearhead linkage with relevant stakeholders, Training in area of specialization in accordance with syllabus, co-ordination of courses; projects and practical work and preparation of scheme of work, inducting and supervising newly appointed officers; preparing teaching and learning material; setting and marking examinations and carryout research in their area of specialization.

(b) Requirement for Appointment

For appointment to this grade the officer must have:-

- (i) Served in the grade of Assistant Vocational and Technical Trainer II for (3) years or adequate cumulative years of service for appointment to job group 'K'
- (ii) Diploma in Technical Education in Technical Education from a recognized institution.

OR

- (i) Diploma in Nutrition and Dietetics, Agriculture, Agribusiness, Agronomy, Building and Civil Engineering, estate management, Urban planning, Electrical and Electronics Engineering, Performing arts, Counseling, Psychology, Mechatronics, Automotive Engineering, Education Technology, ICT, Textile/Clothing Technology/ Fashion Design, Mechanical Engineering, Catering & Hospitality Management/ Food & Beverage, Food Technology, Entrepreneurship, Community health, Hairdressing & beauty therapy/cosmetology, Leather Technology, Telecommunication Engineering, Plumbing, Security Management systems, Carpentry and Joinery or equivalent qualification from a recognized institution.
- (ii) Certificate in Computer Proficiency.
- (iii) Shown merit, integrity and ability as reflected in work performance and results.

(2) SENIOR ASSISTANT VOCATIONAL & TECHNICAL TRAINER II J.G. 'L'

(a) Duties and Responsibilities

Duties and responsibilities entails:-

- (b) Head a large Vocational Training Centre, Coordinate curricula and co-curricular activities, initiate and implement income generating activities and production units, spearhead linkage with relevant stakeholders, Training in area of specialization in accordance with syllabus, co-ordination of courses; projects and practical work and preparation of scheme of work, inducting and supervising newly appointed officers; preparing teaching and learning material; setting and marking examinations and carryout research in their area of specialization.

(c) Requirement for Appointment

For appointment to this grade the officer must have: -

- (i) Served as Assistant Vocational & Technical Trainer I J.G. 'K' for 3 years or adequate cumulative years of service for appointment to job group 'L'.
- (ii) Degree/Diploma in Technical Education from a recognized institution.

OR

- (i) Degree/Diploma in Nutrition and Dietetics, Agriculture, Agribusiness, Agronomy, Building and Civil Engineering, estate management, Urban planning, Electrical and Electronics Engineering, Performing arts, Counseling, Psychology, Mechatronics, Automotive Engineering, Education Technology, ICT, Textile/Clothing Technology/ Fashion Design, Mechanical Engineering, Catering & Hospitality Management/ Food & Beverage, Food Technology, Entrepreneurship, Community health, Hairdressing & beauty therapy/cosmetology, Leather Technology, Telecommunication Engineering, Plumbing, Security Management systems, Carpentry and Joinery or equivalent qualification from a recognized institution.
- (i) Certificate in Computer Proficiency.
- (ii) Shown merit, integrity and ability as reflected in work performance and results.

(3) SENIOR VOCATIONAL & TECHNICAL TRAINER I J.G. 'M'

(a) Duties and Responsibilities

Duties and responsibilities entails:-

- (d) Head a large and Specialized Vocational Training Centre, Coordinate curricula and co-curricular activities, initiate and implement income generating activities and production units, spearhead linkage with relevant stakeholders, Training in area of specialization in accordance with syllabus, co-ordination of courses; projects and practical work and preparation of scheme of work, inducting and supervising newly appointed officers; preparing teaching and learning material; setting and marking examinations and supervising projects, carryout research in their area of specialization.

(b) Requirement for Appointment

For appointment to this grade the officer must have: -

- (i) Served as Senior Assistant Vocational & Technical Trainer II JG, 'L' for 3 years or adequate cumulative years of service for appointment to job group 'M'.
- (iii) Degree/Diploma in Technical Education from a recognized institution.

OR

- (iii) Degree/Diploma in Nutrition and Dietetics, Agriculture, Agribusiness, Agronomy, Building and Civil Engineering, estate management, Urban planning, Electrical and Electronics Engineering, Performing arts, Counseling, Psychology, Mechatronics, Automotive Engineering, Education Technology, ICT, Textile/Clothing Technology/ Fashion Design, Mechanical Engineering, Catering & Hospitality Management/ Food & Beverage, Food Technology, Entrepreneurship, Community health, Hairdressing & beauty therapy/cosmetology, Leather Technology, Telecommunication Engineering, Plumbing, Security Management systems, Carpentry and Joinery or equivalent qualification from a recognized institution.
- (i) Certificate in Computer Proficiency.

(ii) Shown merit, integrity and ability as reflected in work performance and results.